

**IN THE HIGH COURT AT CALCUTTA**  
**Appellate Side**

**NOTICE INVITING QUOTATION**

Memo No. 3737-G.S dated 23.09.2016

**Sealed Quotations** are invited from all interested concerns, including reputed manufacturers, organisations, suppliers, vendors etc. for supply of Liveries/Uniforms, Shoes & Socks (details provided hereunder) for use in Appellate Side Establishment of this Hon'ble Court.

Before submitting Quotations, willing participants must read the **Terms & Conditions** of the instant Notice carefully. Submission of Quotations will be construed as their acceptance of all such Terms & Conditions.

The last date for submission of Quotations is **05.10.2016**.

**Date: 23.09.2016**

*Sd/-*

**Deputy Registrar (Administration)**

Srl	Item	Description, if any	Estimated Quantity (will depend on the actual requirement at the time of placing order)	Approx. Date of Delivery
1.	Winter Liveries for Male 'Jamadars' to Hon'ble Judges	Set consisting of: 1. Dark Red Serge Long Coat (Knee-length) 2. Navy Blue Serge Trousers 3. Commerband with Gold Lace Trimmings 2 lines 4. Partala with Gold-coloured Lace Trimmings 2 lines 5. Head Band with genuine Gold-coloured Braid 6. Pugree Tassel with genuine Gold-coloured Braid 7. Red Kulla (Gold Set) 8. Markeen Pugri-14 yds	47 sets (Forty-seven)	<b>No. 1 to 11 (fifteen) days from the Date of Purchase Order</b>
2.	Winter Liveries for Male 'Orderlies' to Hon'ble Judges	Set consisting of: 1. Dark Red Serge Long Coat (Knee-length) 2. Navy Blue Serge Trousers 3. Commerband with Yellow Cloth Trimmings 4. Head Band (Ordinary) Yellow Colour 5. Red Kulla (Ordinary) 6. Markeen Pugri-14 yds	57 sets (Fifty-seven)	
3.	Winter Liveries for Male 'Orderlies' to Officials	Set consisting of: 1. Dark Red Serge Long Coat (Knee-length) 2. Commerband with Yellow Cloth Trimmings 3. Head Band with Yellow Cloth Tape Trimmings 4. Markeen Pugri-14 yds 5. Sola	25 sets (Twenty-five)	
4.	Winter Liveries for Male 'Barkandaz'	Set consisting of: 1. Dark Red Serge Long Coat (Knee-length) 2. Commerband with Yellow Cloth Trimmings 3. Partala (Scarlet) with Yellow Cloth Tape Trimmings 4. Markeen Pugri-14 yds 5. Sola	25 sets (twenty-five)	
5.	Winter Liveries for Male Duftries, Office Peons, Farashes, Bench Peons	Set consisting of: 1. Long Coat of Blue Black Serge with flannel & linings	218 sets (Two Hundred & Eighteen)	
6.	Winter Liveries for Male Darwans'	Set consisting of: 1. Long Coat of Blue Black Serge with flannel & linings 2. Red Pugri - 14 yds	3 sets (Three)	
7.	Winter Liveries for Male Cleaners, Mali, Sweepers, Vistis	Set consisting of: 1. Long Coat of Blue Serge	38 sets (Thirty-eight)	
8.	Winter Liveries for Female Group-D staff	Black Shawls	25 pieces (twenty-five)	
9.	Winter Uniform for Drivers	Set of Woolen Cloth & Woolen Full-Pant	15 sets (Fifteen)	
10.	Shoes with Socks (Gents')	Black-coloured Leather Shoes with Black Laces and Nylon Gents' Socks	413 pairs (Four Hundred & Thirteen)	
11.	Chappal with Socks (Ladies')	Normal Leather Chappal (Black Colour) and Nylon Ladies' Socks	25 pairs (Twenty-five)	

12	Summer Liveries for Male Group-D staff attached to the Hon'ble Court & 'Bijan Bhaban', Salt Lake	Set of White Coloured Terry-Cotton Tunic Coat ('HIGH COURT, CALCUTTA' embroidered over the left-chest with red thread, with 5 no. brass-buttons with 'SATYAMEVA JAYATE' inscribed prominently in Devanagari script) and White Coloured Full-pant (Trouser)	820 (Eight Hundred & Twenty)	<b>No. 12 to 15 40 (forty) days from the Date of Purchase Order</b>
13	Summer Liveries for Male Group-D staff deputed at Official Residence of Hon'ble Chief Justice	Set of Grey-Coloured Terry Cotton Livery (set of Upper & Lower Apparel)	6 sets (Six)	
14	Summer Liveries for Female Group-D staff	White/Cream Coloured Buti Saree	50 sets (Fifty)	
15	Summer Uniform for Drivers	Set of Terry-cotton Full-Shirt and Terry-cotton Full-Pant	30 sets (Thirty)	

### **TERMS & CONDITIONS**

A. **ELIGIBILITY:** All interested and reputed concerns, manufacturers, organisations, suppliers, vendors etc. may participate in the process. Participants must submit self-attested copy of PAN and VAT-registration along with their Quotation. **Participants with adequate experience** in supplying of Liveries / Uniforms, Shoes & Socks to Government Offices / Departments / Undertakings **will be preferred.**

B. **SUBMISSION OF QUOTATION:** Quotations must be submitted to Assistant Registrar (Establishment), A.S in sealed ('gala'-sealed) envelopes. Envelopes which are merely pasted with adhesives/closed with adhesive-tapes/stapled will not be considered and/or will be summarily rejected.

C. **LAST DATE:** No Quotations, irrespective of whether submitted by hand or sent by post/courier, will be accepted after **16-30 hours of 05.10.2016.**

D. **GENERAL:**

i. Willing participants **must submit the following samples:**

- a. Sample of Cloth/Material of Coats and Apparels (3 inch x 3 inch piece)
- b. Leather Shoes
- c. Leather Ladies Chappals
- d. Socks

Such samples shall be returned to the unsuccessful bidders after the completion of the instant process. However, sample(s) of the successful bidder(s) will be retained by the Administration of this Hon'ble Court.

ii. **Rate per Unit** should be quoted **inclusive** of miscellaneous charges, **but exclusive** of applicable taxes.

iii. Quotations must be properly sealed, stamped and must have legible signature with date.

iv. Participants must specify the address(s) of their office(s) and/or residence(s) as well as Contact Number(s) [e.g Mobile, Telephone, Fax etc.] of Contact Person for the purpose of quick communication in the event of urgency.

v. Rates must be **valid for at least 6 (six) months** from the date of the instant Notice.

vi. **No 'Advance Payment'** will be made. **Payment will depend upon availability of fund and procedural formalities as mandated in relevant Rules.**

vii. Canvassing on the part of any participant will render cancellation of its Quotation.

viii. Competent Authority of this Hon'ble Court may cancel the process, in whole or in part, without ascribing any reason whatsoever.

viii. Competent Authority of this Hon'ble Court **is not bound to award Purchase Order** in favour the participant who has quoted the lowest rate. In this regard, the decision of such Authority will be final and binding.

ix. For any query related to the instant N.I.Q, willing participants may contact the office of Deputy Registrar (Administration), A.S.

